

# SERC MEETING

January 25, 1999

John Pack began the meeting at 11:05 a.m. for those in attendance please see attached roster.

Old Business - The minutes of November 2, 1998 were reviewed. Mr. Pack asked for corrections/ deletions or additions. Jim Riggs moved to accept the minutes as published, Rick Atkinson seconded. Motion passed.

HMEP Grants -Mr. Pack discussed the HMEP grant review committees recommendations to the SERC. The committee received \$89,000 in requests; available grant funds are \$45,000 requiring the committee to review the requests closely and reduce the grants amounts. The review process was difficult, documentation was still being received by the committee while they were meeting. Several requests were cut because part or all of the requested grant detailed some form of training; training is provided for under a separate HMEP training grant. If documentation was not complete or irregularities were noted these requests were set aside. The committee also looked at the quality of previous products as well as products submitted by contractors on behalf of LEPC's. Mr. Pack also explained why two counties Ohio and Jackson were not funded; it was felt Ohio County could obtain the information from WV DEP and Jackson County's paperwork was not in order. Mr. Pack also made it clear Mr. McGann removed himself from reviewing and voting on the packet from Mineral County. Ms. Loretta Bittner (PSC) wanted to make sure letters were going to all counties involved explaining the reasons for reduction of funds or denial of funding. The letters will be sent out shortly. There was some discussion on the quality of grants received; Tom said LEPC's have attended grant writing classes at the SERC Conference but more obviously needs to be done. We don't want the process to become complicated but grant requests need to have clearer proposals and explain how they plan to accomplish their projects, cuts were based on information in the grant requests. Rick Atkinson wanted to know if LEPC's are aware grant funding can be audited and paperwork should be kept in order as with any other federal or state funding. Loretta Bittner also wanted the SERC and LEPC's to be aware the legislation providing HEMP funding is up for re-authorization. The Senate subcommittee will look at how states utilized this funding and if it is still a viable or necessary piece of legislation. She encouraged LEPC's and the SERC to notify their representatives if they want this legislation to continue. Rick Atkinson moved to accept the review committee's recommendations for 1999 grant year recipients; Loretta Bittner seconded. Motion passed. The next HEMP grant period was discussed - these funds will not become available until 1 October but John Pack feels the LEPC's should be given more time to work on their grant package. He would like the SERC to approve sending the 2000 grant package out 1 March 1999 with a return deadline of 1 June 1999. This will give LEPC's three months to work on their grant requests/proposals instead of 1-1 ½ months. Denny McGann made a motion to process the 2000 grants beginning 1 March 1999; Rick Atkinson seconded. Motion passed.

SERC Grants - Tom Burns recommended the SERC review Legislative Rules Title 55 as it refers to SERC grants and their disposition. Tom Burns feels we need to be more aggressive in requiring LEPCs to follow the Legislative guidelines for grant requests and expenditures. Rick Atkinson said the SERC can set criteria for access to grant funds. Roy McCallister asked how much was in the fund. Tom Burns indicated the Legislative Rules already have guidelines on how the funds can be administered. Rick Atkinson discussed how funds were accumulated at the beginning and what activities are funded through the Tier Two fee system. John said if the SERC wanted to change the Legislative Rules or increase fees to facilities they should discuss it this year and be presented next year during the Legislative Session.

By-Laws - 7 Counties submitted by-laws; this is their 1<sup>st</sup> review; at the next SERC meeting they will be voted on for approval/disapproval. Rick Atkinson suggested a committee be formed to set guidelines to help LEPC's standardize by-laws. John said generic by-laws were given to LEPC's to follow as a guide, if needed. John suggested we table this discussion until next meeting. There was some discussion on LEPC's that become compliant after the Jan 1, 1999 deadline - would they be eligible for funds during the year they became compliant or do they wait for the next funding cycle? John asked this to be tabled until the next meeting.

Plan Reviews - Kim Hallam said three (3) counties resubmitted their plans for review; Kanawha/Putnam, Lewis/Upshur and Tucker. All three have met the 9 required criteria. Jim Riggs moved to accept the plans. Rick Atkinson seconded. Motion passed.

Training Sub-Committee Report - Jim Cox said the committee met with law enforcement, Fire Marshal and EMS representatives about training courses; how to certify the courses to satisfy requirements by the various agencies and where the courses will be held. Jim Cox said they would be contacting Norm Fidlelseldt from the Governors Commission on Criminal Justice and Highway Safety. They also discussed a survey Jim feels should be sent to each LEPC on their training needs. Jim feels the Incident Command course needs to be promoted more. Dick Jarvis wanted to know who decides what classes are needed for 1<sup>st</sup> responders? John said national standards are coming from the Fire Commission, Law Enforcement and others in emergency management. John suggested counties come into compliance with regulations/guidelines in order to take advantage of insurance rates; rates could drop, possibly significantly. Mr. Jarvis was concerned about VFD; their requirements are considerable now, if we add additional requirements he's unsure if they will be able to comply. John said we're not adding additional requirements just consolidating them all into one packet.

Y-2K - John reported to the SERC that WV OES is the lead agency in the state for Y2K issues. He discussed what the state is doing; meetings they are holding and contingency planning that is beginning for this potential problem. Utilities

have been contacted and information coming back from them indicates if the power goes out it will be out 8-10 hours or possibly 2-3 days. Mr. Pack is encouraging people to treat this as you would a severe snowstorm, be prepared, keep in touch with your neighbors but do not panic. WV OES will have a plan in place by 30 June with a certain amount of flexibility to work with the state EOP.

#### LEPC Membership Approvals -

Berkeley County- Denny McGann moved to approve; Rick Atkinson seconded. Motion passed.

Cabell/Wayne County - Denny McGann moved to approve; Jim Riggs seconded. Motion passed.

Harrison County - Denny McGann moved to approve; Jim Riggs seconded. Motion passed.

Mason County- Denny McGann moved to approve; Jim Riggs seconded. Motion passed.

Mineral County - Jim Riggs moved to approve with the exception of Don Pyles-check affiliation; Rick Atkinson seconded. Motion passed.

Ritchie County- Denny McGann moved to approve with the exception of Hospital designation and Lee Jones - affiliation (**verify information**); Rick Atkinson seconded. Motion passed.

New Business - Tom Brennan from EPA spoke on the upcoming EPA Conference in Washington D.C. in September and said he had contacted his office about the new EPA guidelines on retail gasoline stations and the effective date of the regulation. John Pack reviewed information contained in today's handout concerning his vision for the WV OES called "Vision 2004". This document is information on where Mr. Pack believes we're going. He is a strong supporter of certification for emergency management personnel & emergency managers. He feels we have not had the staff here at OES to pursue grants that are available from both public and private sectors. John also feels we need to educate the Legislature on the job we're doing. A meeting will be scheduled in May/June for a County Commissioner and OES Director from each county to attend in Charleston; discussing emergency management as well as accepting guidance and criticism from participants. Tom says approximately 30% of the current funding received by Tier Two fees will be cut once the new Federal guidelines go into effect. This can, in some instances cut funding to LEPC's significantly; discussion on how to replace lost revenue. Steve Hardman (Kanawha/Putnam LEPC) said the tunnel project funded through the Department of Justice appears positive. This would enable 1<sup>st</sup> responders and the mining academy to train in real life situations. The intent is to bring in rail cars and other equipment to train on. The military is also interested in utilizing the site.

The next SERC Meeting is scheduled for March 8, 1999, 11:00; and the State

Agency Coordinators Meeting is be scheduled for March 8, 1999 at 10:00. Jim Riggs moved to adjourn, Denny seconded: Meeting adjourned at 12:35 pm.